



**PLANNING COMMISSION  
SMALL AREA PLANNING JOINT COMMITTEE REGULAR MEETING MINUTES  
APRIL 5, 2017**

**The Small Area Planning Joint Committee convened in a regular meeting on April 5<sup>th</sup>, 2017 @ 505 Barton Springs Road, room 325, in Austin, Texas.**

**Chair James Shieh called the Board Meeting to order at 6:30 PM.**

**Board Members in Attendance:**

James Shieh, Chair	(Planning Commission)
Stephan Oliver	(Planning Commission) - absent
Jeffrey Thompson	(Planning Commission)
Trinity White	(Planning Commission) - absent
Jim Duncan	(Zoning and Platting Commission)
Jolene Kiolbassa	(Zoning and Platting Commission) - absent
David King	(Zoning and Platting Commission)

**Staff in Attendance:**

Mark Walters – Planning and Zoning  
Jeff Engstrom – Planning and Zoning  
Donna Arwood – Planning and Zoning

**1. CITIZEN COMMUNICATION: GENERAL**

None presented.

**2. APPROVAL OF MINUTES**

**a. Approval of minutes from the December 7, 2016 Small Area Planning Joint Committee meetings**

Commissioner Thompson moved to approve the December 7, 2016 minutes, with a second by Commissioner Duncan, on a vote of 4-0. Commissioners Oliver, White and Kiolbassa were absent.

**3. OLD BUSINESS**

**a. Discussion of Complete Communities — The Small Area Planning Joint Committee will discuss the *Imagine Austin Comprehensive Plan* concept of complete communities**

**and the plan's principles of Livable and Natural and Sustainable. (Discussion and/or Possible Action)**

Commissioner Thompson moved that each member bring to the next discussion, 2-3 indicators per vision element useful in determining a plan amendment, zoning change or conditional use in relation to complete communities, with a second by Commissioner King, on a vote of 4-0. Commissioners Oliver, White and Kiolbassa were absent.

**4. NEW BUSINESS**

- a. Small Area Planning Joint Committee 2017 Meeting Schedule — Approve the 2017 Small Area Planning Joint Committee Meeting Schedule. (Discussion and/or Possible Action)**

Commissioner Thompson moved to approve the schedule, as presented, with a second by Commissioner Duncan, on a vote of 4-0. Commissioners Oliver, White and Kiolbassa were absent.

Commissioner Duncan moved to cancel the May 10, 2016 regular meeting, with a second by Commissioner Thompson, on a vote of 4-0. Commissioners Oliver, White and Kiolbassa were absent.

- b. Changing Small Area Planning Committee Bylaws to Adjust Meeting Regularity — The Committee will discuss the possibility of amending its bylaws to adjust the frequency of their meetings. (Discussion and/or Possible Action)**

Discussion only, no action taken.

- c. Election of a Vice Chair — Discuss the election of a vice-chair for the Small Area Planning Joint Committee. (Discussion and/or Possible Action)**

Commissioner Duncan moved to appoint David King as vice-chair, with a second by Commissioner Thompson, on a vote of 4-0. Commissioners Oliver, White and Kiolbassa were absent.

- d. 304 E. Cesar Chavez (SP-2016-0300C) — Discussion and review of a proposed site plan for a site plan at 304 E. Cesar Chavez (Marriott Hotel) located within the North Shore Central subdistrict of the Waterfront Overlay Combining District. (Discussion and/or Possible Action)**

This item was pulled from discussion.

- e. Ex-Officio Members for the Small Area Planning Joint Committee — Discussion and consideration to add Ex-Officio members to the Small Area Planning Joint Committee. (Discussion and/or Possible Action)**

Commissioner King moved to begin the process of amending the bylaws to add an ex-officio member with expertise in waterfront overlay issues, with a second by Commissioner Thompson, on a vote of 4-0. Commissioners Oliver, White and Kiolbassa were absent.

A friendly amendment was made by Commissioner Thompson to include that the ex-officio member have expertise in waterfront overlay issues and to first look at candidates from the waterfront board and then from the environmental commission for someone with expertise in environmental and waterfront issues.

The above friendly amendment was approved without discussion. Commissioners Oliver, White and Kiolbassa were absent.

- f. Five-Year *Imagine Austin* Update data—Review and discussion of how the five-year *Imagine Austin* indicators may be used to inform discussions for small area plans and other types of cases that may go before either of the land use commissions. (Discussion and/or Possible Action)**

Commissioner Thompson moved that each member bring to the next discussion any other indicators specifically related to gentrification, with a second by Commissioner King, on a vote of 4-0. Commissioners Oliver, White and Kiolbassa were absent.

## **5. PUBLIC HEARINGS**

- a. None

## **6. STAFF BRIEFINGS**

- a. None

## **7. FUTURE AGENDA ITEMS**

None presented.

**Chair Shieh adjourned the meeting at 9:00 PM, without objection.**